

# Accessing Summer OLAB Course Application

## Introduction

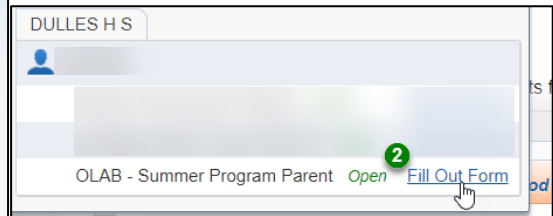
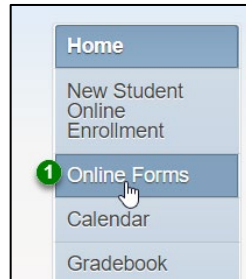
**Audience:** Parents/Guardians

**Purpose:** To Access the Summer OLAB Course Application in Family Access.

## Step 1

Login to Skyward Family Access:

1. Select- **Online Forms**
2. Find the OLAB-Summer Program and select- **Fill Out Form**

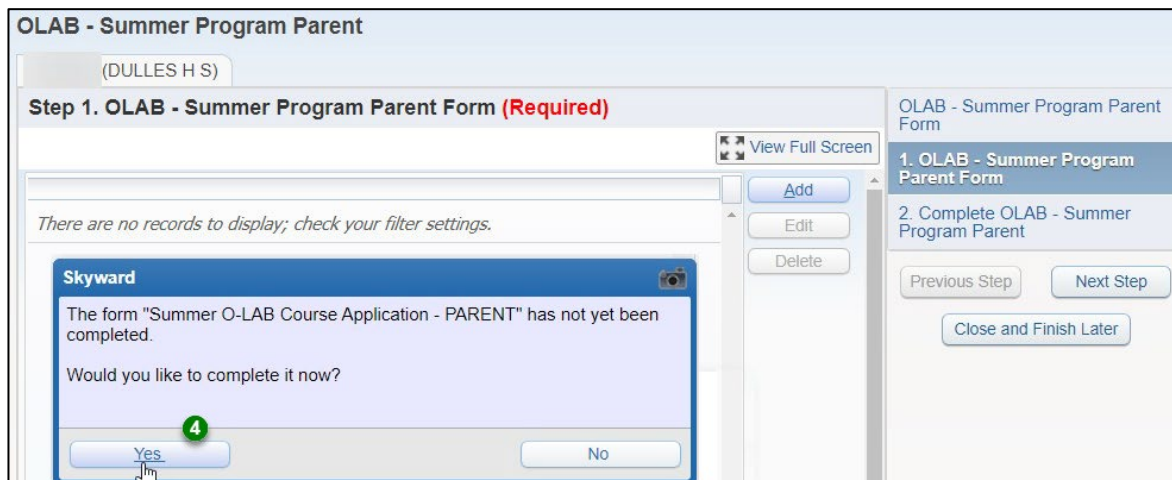


## Step 2

3. Read the directions and select- **Next**



4. Select- **Yes** on the following screen



# Accessing Summer OLAB Course Application

5. Select- **View Full Screen** and fill out the required information

OLAB - Summer Program Parent  
(DULLES H S)  
Step 1. OLAB - Summer Program Parent Form (Required) 5  
View Full Screen  
Save  
Save and Print  
Back  
Name: \_\_\_\_\_ Gender: \_\_\_\_\_ Grade/Grad Yr: \_\_\_\_\_ Other ID: \_\_\_\_\_  
Summer Course Credit Application (Parent)  
Application Type-  
FBI SD INSPIRE-EQUIP-IMAGINE  
OLAB - Summer Program Parent Form  
1. OLAB - Summer Program Parent Form  
2. Complete OLAB - Summer Program Parent  
Previous Step Next Step  
Close and Finish Later

6. After completing the form, at the top select- **Complete Step 1 and Move to Step 2**

6 Complete Step 1 and move to move to Step 2  
Gender: \_\_\_\_\_ Grade/Grad Yr: \_\_\_\_\_ Other ID: \_\_\_\_\_

7. Select- **Submit OLAB - Summer Program Parent**

OLAB - Summer Program Parent  
(DULLES H S) Print  
Step 2. Complete OLAB - Summer Program Parent (Required)  
By completing OLAB - Summer Program Parent, you are confirming that the Steps below have been finished. Are you sure you want to complete OLAB - Summer Program Parent for MEGAN?  
Review OLAB - Summer Program Parent Steps  
Step 1) OLAB - Summer Program Parent Form Completed 05/14/2020 3:31pm  
Guardian Name: \_\_\_\_\_ Guardian Address: \_\_\_\_\_  
Submit OLAB - Summer Program Parent 7  
OLAB - Summer Program Parent Form  
1. OLAB - Summer Program Parent Form  
✓ Completed 05/14/2020 3:31pm  
2. Complete OLAB - Summer Program Parent  
Previous Step Next Step  
Close and Finish Later

**\*\*You will get a confirmation email with information on what will happen next\*\***

# Accessing Summer OLAB Course Application

## Step 3

### **\*\*NOTE\*\***

If you need to select more than one course do the following:

8. Select- Mark OLAB - Summer Program Parent as not completed and make changes

(DULLES H S)

✓ OLAB - Summer Program Parent was **successfully completed** and submitted to the district for [redacted] on Thu May 14, 2020 3:31pm by [redacted]

[Go back to review completed steps](#)

[Mark OLAB - Summer Program Parent as not completed and make changes](#)

9. Select the link- 1. OLAB - Summer Program Parent Form

OLAB - Summer Program Parent Form

[1. OLAB - Summer Program Parent Form](#)

✓ Completed 05/14/2020 6:28pm

2. Complete OLAB - Summer Program Parent

Next

Close and Finish Later

10. At the bottom, select- Edit Step 1

OLAB - Summer Program Parent

(DULLES H S)

Step 1. OLAB - Summer Program Parent Form (Required) ✓ Completed 05/14/2020 6:40pm

ApplicationType	NameOfCourse	Date Created	Student's School Desc	Other I
Original Credit	Health	05/14/2020	DULLES H S	

1 records displayed

[Edit Step 1](#)

OLAB - Summer Program Parent Form

1. OLAB - Summer Program Parent Form

✓ Completed 05/14/2020 6:40pm

2. Complete OLAB - Summer Program Parent

Previous Step Next Step

Close and Finish Later

11. Select- Add

OLAB - Summer Program Parent

(DULLES H S)

Step 1. OLAB - Summer Program Parent Form (Required)

ApplicationType	NameOfCourse	Date Created	Student's School Desc	Other I
Credit Recovery-SEN	Art I - A	05/14/2020	DULLES H S	

[Add](#)

[Edit](#)

[Delete](#)

OLAB - Summer Program Parent Form

1. OLAB - Summer Program Parent Form

2. Complete OLAB - Summer Program Parent

Previous Step Next Step

Close and Finish Later

12. Repeat Steps 5-7